

CO-OPERATIVE FEDERATION OF VICTORIA LTD

MINUTES OF BOARD MEETING

Held at Bonlac Foods Limited, Melbourne on

THURSDAY 2 DECEMBER 1993

---

77/93 PRESENT:

Board of Directors

J. Gill (Chairman)  
G. Hughes  
D. McMullan  
K. O'Neill  
I. Pisatrom  
D. Ryan  
J. Saunders

A. Gill (Secretary)

78/93 APOLOGIES:

J. Evans, S. O'Rourke

Resolved

"The apologies are accepted."

79/93 MINUTES PREVIOUS MEETING:

Resolved

"That the minutes of the board meeting held on 21 October, 1993 be confirmed as a true and correct record of that meeting and be duly signed by the chairman."

80/93 BUSINESS ARISING FROM PREVIOUS MINUTES:

Co-operatives - Turnover \$1 million +

A list of co-operatives with an annual turnover over \$1 million identifying non members was tabled.

Resolved

"That non members be followed up for membership when the Federation has something definite to offer."

IOOF Fixed Term Deposit

The secretary advised that Brian Macintosh had withdrawn the deposit upon maturity and that the secretary was awaiting account signatures prior to lodging the cheque with the Bailarat branch of IOOF.

81/93

CORRESPONDENCE:

The secretary tabled incoming and outgoing correspondence for the period 21 October to 1 December, 1993.

The secretary referred the board to an invitation to join the Asia Pacific Co-operative Training Centre Ltd.

Resolved

"The board agrees to apply for membership of the Asia Pacific Co-operative Training Centre Ltd and approved the payment of \$60.00, being for 5 x \$2.00 shares and \$50.00 annual subscription."

"That the secretary invite the Asia Pacific Co-operative Training Centre Ltd to join the Federation."

"That incoming correspondence be received and outgoing correspondence be approved."

82/93

MEMBERSHIP:

Applications for membership

The secretary advised that no applications for membership were received since the last board meeting.

Member delegate

The secretary advised that the Y.C.W. Co-operative has nominated Mr. Desmond Ryan to replace Mr. E.J. Long as member delegate.

Resolved

"That the following member delegate be accepted pursuant to the rules:

Delegate

Mr. D.Ryan

Co-operative

Y.C.W. Co-operative Society Ltd."

83/93 FILLING CASUAL VACANCY:

Resolved

"That Mr D. Ryan be appointed as a director to fill the vacancy on the board in the place of Mr. E.J. Long."

84/93 FINANCE REPORT:

Profit and loss statement for October & November

The secretary advised that the Federation's accounts have been computerised.

A draft profit and loss statement for October was tabled. The secretary advised that while the totals were correct, minor adjustments were needed to the allocation of funds to budget headings before the statement could be finalised.

As a consequence, the November statement was not yet available.

Bank balance

The secretary advised of the following balances held at the Commonwealth Bank as at 1 December, 1993:

General Funds - \$22,480.02

Reichstein - \$ 4,458.30

TOTAL - \$26,938.32

Member subscriptions

The secretary tabled a report outlining subscriptions paid to date (\$25,840) and a list of debtors (\$12,760).

Electric Co-operatives Project

David Griffiths submitted an account for \$643.32, being for the purchase of publications related to the project. The secretary advised that the account exceeded the publications budget by \$235.05. The secretary further advised that Mr. Griffiths has sought a variation to the project budget; \$500 from stationery to publications.

Resolved

"That a payment of \$408.27 be approved, with the balance of \$235.05 to be paid subject to the approval of budget variation by the Reichstein Foundation."

Accounts Payable

The secretary tabled the following accounts for payment.

<u>Payee</u>	<u>Purpose</u>	<u>Amount \$</u>
Anthony Gill	Consultant's fees, November	1520.00
Anthony Gill	Telephone, fax & printing expenses	165.06
Centrevic Motor Inn	Aust Cent in Co-op Management	628.00
Doddy's Catering	Lunch 2/12/93 board meeting	36.00
Telecom Australia	Installation charge & rental	247.10
Thompson Douglas Co	1992/93 audit & tax return	410.40
		TOTAL \$3,006.56

Resolved

"That the accounts as presented be approved for payment."

85/93 STATE GOVERNMENT REPORT:

Meeting with Attorney-General

Mr. Saunders advised that a meeting with the Attorney-General has been arranged for Wednesday 15th December at 11.00 a.m..

Mr. Saunders further advised that he was unable to attend the meeting. Mr. Ryan agreed to attend in Mr. Saunders stead.

The board discussed objectives for the meeting with the Minister.

Resolved

"That the secretary prepare a one page brief outlining the size of the Victorian co-operative sector, problems with the Co-operation Act 1981, issues associated with the N.S.W. legislative model, the need for consultation, and the urgency for the reform of the Act."

86/93 OBJECTIVES OF THE FEDERATION:

Consideration of papers

A paper from the chairman was distributed to directors prior to the meeting. The board determined that the papers presented by Messrs Ristrom and Gill warranted detailed consideration.

Resolved

"That a special board meeting be held at the UPC Wool Store, Brooklyn on Friday 14 January, 1994, from 10.30 a.m. to determine the objectives of the Federation."

Submission to Co-operatives Unit

The secretary advised that there was pressure within the Attorney-General's Department to reallocate some of the funds made available to the Federation under the 1993/94 State budget.

Resolved

"That the secretary write to the Registrar of Co-operatives advising that the Federation will be preparing a submission for the grant in February 1994."

87/93 GENERAL BUSINESS:

Australian Certificate in Co-operative Management

The secretary gave a report on his attendance at the course, and recommended that his course project be the preparation of a membership strategy for the Federation.

The board agreed for the secretary to prepare a membership strategy for the Federation.

National Co-operatives Council

Mr. Saunders advised that he was unable to attend the Council meeting in Brisbane on the 17th December.

The board discussed the Federation's relationship with the Council.

Resolved

"That the secretary write to the chairman of the Council indicating that the board wishes to be kept informed of developments, that the notice, agenda and papers to be considered at Council be distributed well in advance of meetings, and for the secretary be the point of contact for correspondence relating to the Council."

Housing Co-operatives Conference

A letter from Ms. Evans and the proceedings of the conference were tabled. The board asked the secretary to distribute them to directors.

Asia Pacific Co-operative Training Centre

The chairman gave a report on the activities of the Centre.

88/93 NEXT MEETING:

The board agreed that the following matters be included in the agenda for the next ordinary board meeting:

- (a) the recognition of retiring directors and others;
- (b) dates for future board meetings.

Resolved

"That the date of the next ordinary board meeting be set at the special board meeting to be held on Friday 14th January, 1994."

89/93 CLOSE:

The meeting closed at 1.30 p.m.

Signed: .....  
(Chairman)

Date: ... 6/2/94